

ZONING & PLANNING COMMITTEE

February 6, 2014

Minutes of February Regular Meeting

Vilas County Courthouse Conference Rooms #2-3

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Agenda Item #1: Call to Order. The Chairman calls the Zoning & Planning Committee Meeting to Order at 9:00 AM at the Vilas County Courthouse, 330 Court St, Eagle River, WI.

Members Present: Chris Mayer, Chairman; Kathleen Rushlow; Ralph Sitzberger.

Others Present: Dawn Schmidt, Zoning Administrator; Jim Janet, Deputy Zoning Administrator; Martha Milanowski, Corporation Counsel; Barb Gibson, Vilas County GIS Coordinator; Adam Grassl, Vilas County GIS Analyst; Ken Anderson, Vilas County News-Review.

Agenda Item #2: Approve Agenda. **Motion by Ralph Sitzberger, seconded by Kathleen Rushlow, to approve the agenda in any order to be discussed by the Chair. All say aye, motion carried.**

Agenda Item #3: Approve 1/2/2014 Regular Monthly Meeting Minutes and 1/2/2014 Floodplain Zoning Ordinance Amendment Public Hearing Minutes. **Motion by Kathleen Rushlow, seconded by Ralph Sitzberger, to approve the minutes as presented. All say aye, motion carried.**

Agenda Item #4: NR 115. ZA Dawn Schmidt informs the Committee that the compliance date was officially moved to May 1, 2016 and that the proposed changes to the new rules are waiting for the approval of the Governor. Discussion regarding how long the state has been working on the proposed changes to NR 115.

Agenda Item #5: Wireless Communication Ordinance Proposed Changes. ZA Dawn Schmidt presents the proposed changes to the Wireless Communication Ordinance to the Committee. She states that the intention is to repeal the existing Ordinance and re-create it as presented. Discussion of the latest round of changes to the working draft. Discussion regarding the fees listed in the proposed ordinance. The Committee requests that the fees also be included on the fee schedule. The public hearings will be held prior to the regularly scheduled meeting on March 6, 2014.

Agenda Item #6: Electronic Permit Storage and Availability Requirements. Ms. Gibson presents a plan for using existing resources to put zoning permits into electronic form and making them available online. Mr. Grassl explains how a similar project in the Surveyors Office worked. ZA Dawn Schmidt explains an alternate way of doing the project in a manner similar to the system used in the Vilas County Register of Deeds that was recommended by the Information Technology Department. Discussion regarding both plans. ZA Dawn Schmidt states that she prefers to use the system through the Mapping Department. Discussion regarding the details of that plan. **Motion by Kathleen Rushlow, seconded by Ralph Sitzberger, to proceed with the Mapping Department plan on a trial basis, including using the previously budgeted fees to purchase any equipment or services deemed necessary. All say aye, motion carried.**

Agenda Item #7: It is anticipated that a motion will be made and seconded to convene into closed session pursuant to Sec. 19.85(1)(g) Wis. Stat. for the purpose of conferring with legal counsel regarding strategy to be adopted with respect to litigation in which it is or is likely to be involved (Vilas County vs. Bartsch, Case No. 14CV12). **Motion by Ralph Sitzberger, seconded by Kathleen Rushlow, to convene into closed session. Roll call vote, all say aye. Motion carried.** The Committee convenes into closed session at 9:37 AM.

Agenda Item #8: Return to open session pursuant to Wis. Stat. §19.85(1)(g). **Motion by Kathleen Rushlow, seconded by Ralph Sitzberger, to return to open session. All say aye, motion carried.** The Committee returns to open session at 10:05 AM

Agenda Item #9: Committee may take action on matters discusses in closed session. There is no action to be taken at this time.

Agenda Item #10: Letters and Communications. There are no letters or communications.

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Agenda Item #11: Review Statistics and Budget. ZA Dawn Schmidt presents the statistics for the month of January and a chart showing revenues month by month for 2012 and 2013, indicating how the busy times of the year differed. She states that the charts show why an LTE is needed from May through November. She states that the budget is in good shape with revenues exceeding projections. Discussion of the budget for 2013.

Agenda item #12: Out of County Travel. ZA Dawn Schmidt asks to attend the Oneida County Zoning Committee meeting February 19, 2014 in Rhinelander. The Committee approves.

Agenda Item #13: Confirm March regular meeting location and date. The March regular meeting will be held on Thursday, March 6, 2014, immediately following the previously scheduled public hearings, at the Vilas County Courthouse, Conference Rooms #2&3.

Agenda Item #14: Adjournment. The Chairman adjourns the meeting at 10:12 AM.

Minutes reflect the recorder's notations and are subject to approval by the appropriate board or committee.